

**Lake County Mental Health Advisory Board**  
**Regular Meeting - Thursday, March 9, 2023 4:00pm – 5:00pm**

**In person locations for public attendance online:**

Peer Centers at the following locations will be open to the public and connected to the meetings for participation, via online access:

- Big Oak Peer Center, 13300 E. Hwy 20, Suite O, Clearlake Oaks
- The Harbor on Main, 150 S. Main Street, Lakeport
- La Voz de la Esperanza Centro Latino, 14092 Lakeshore Drive, Clearlake

Members of the public may also attend via Zoom using the link or dial in information below

**Physical location of Board members during meeting:**

- Circle of Native Minds, 525 N. Main St, Lakeport, Ca

**Zoom link for this meeting:**

<https://us02web.zoom.us/j/83773141863?pwd=SmFFcC9QSGlDNVcwa3h5NG9JYmg4QT09>

Meeting ID: 837 7314 1863

Passcode: 123456

Dial in by phone: +1 669 900 6833 US (San Jose) Can be used for ANY Zoom meeting

Board meetings are open to the public and may be recorded for internal use only (secretarial minutes).

**Our Main Purpose:** “Review and evaluate the community’s public mental health needs, services, facilities, and special problems in any facility within the county or jurisdiction where mental health evaluations or services are being provided, including, but not limited to, schools, emergency departments, and psychiatric facilities.” (State of California WIC Section 5604.2)

**Meeting Conduct Agreements**

- Show up, be on time, be prepared
- Practice active Listening – Listen respectfully and appreciatively, Ask questions to clarify understanding, Rephrase what you heard to confirm understanding
- Focus on Issues –
  - Speak to the question or issue under discussion, and to the group, not to an individual
  - One person speaks at a time – avoid side bars and chatting or messaging during meetings
  - Keep comments short if possible – avoid monopolizing the discussion or making a speech
  - State what you think, not what others think
  - Allow the facilitator to 'direct speaking traffic'
  - Leave outside concerns outside – Silence cell phones, Limit background noise
- Person-First Language -
  - A person with a mental illness, not the “mentally ill”
  - A person living with an addiction, not an “addict”
- Use respectful language - avoid profanity and personal attacks or criticism (of self or others)
- Be open-minded and objective: be informed by your expertise - decide based on evidence
- Limit use of Acronyms – “When in doubt, spell it out.”

**Board Members**

- Julie Colfax, LMFT, Chair
- Sheila Roseneau
- Bonnie Blumenthal, LMFT
- Lee Zeledon, LMFT
- Vacant
- Vacant
- Vacant

**Lake County Behavioral Health**

- Todd Metcalf, LCBHS Director

**Board of Supervisors**

- Michael Green
- Alt. Moke Simon

**Stakeholders**

- Betsy Cawn, Acting Board Secretary
- Janet Taylor
- Frank & Willyum Smithwaters

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**AGENDA**

1. Call to Order & Establish Quorum
2. Roll Call & Introductions
3. Approve Agenda –
  - a. Consider input on changes to Agenda for March 9, 2023 regular meeting
  - b. Discuss changes in requirements for in person meeting attendance and the special situations in which a member may participate from home.
4. Approve Minutes -
  - a. Consider input on changes to Minutes from February 9, 2023 regular meeting.
  - b. \*Approve Minutes from February 9, 2023 regular meeting - **Action Item**
5. Lake County Behavioral Health Staff Report
  - a. Resignation of Todd Metcalf received by board.
  - b. Board involvement in recommending a new Director of Behavioral Health Services
  - c. \*MHSA 3-year-plan update & schedule
    - i. Community Meeting 1 – Held on February 2, 2023
    - ii. Community Group Discussions – In progress
    - iii. Community Meeting 2 – March 23, 2023, 10am -12
    - iv. Public Comment Period – May 16 – June 14, 2023
    - v. Public Hearing – June 15, 2023, 10am-12
6. Public Comment on non-agenda items (board members will not participate in any official discussion of items presented at this time)
7. Membership
  - a. \*Accept resignation from Lee Zeledon - **Action Item**
  - b. \*Approve letter to departing member - **Action Item**
  - c. Nomination received for new Vice-Chair Pro tem, Bonnie Blumenthal, LMFT - Action Item

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- d. Interested parties invited to attend at least two regular meetings, and then submit an application for Board Appointment – by following the information found here:

<https://www.lakecountyca.gov/1184/Mental-Health-Board>

8. Policy, Procedure, and Template updates

- a. \*Review and approve new templates: - **Action Item**
- i. “LCMHAB Meeting Cancellation Notice template”
  - ii. “LCMHAB New applicant letter template”
  - iii. “LCMHAB Vacancies letter to BOS template
  - iv. “LCMHAB Letter of resignation template”
  - v. “LCMHAB Thank you letter template”
- b. \*Review and approve - in person location for all future meetings to be established as Circle of Native Minds, 525 N. Main St, Lakeport, Ca - **Action Item**

9. Workgroup, Reports and Proposals

- a. \*Board By-Laws Ad-hoc Committee workgroup – Progress report from March 2023
- i. Next meeting to be scheduled following review by LCBHS and County Counsel
  - ii. \*MHAB Bylaws Draft R 3-5-2023 attached for review, and comment
- b. Annual Report workgroup – Progress report from February 2023
- i. Meeting was cancelled – February 18, 2023, 10:30am – due to power outages, and access issues related to winter storms.
  - ii. Next meeting March 18, 2023, 10:30am – see “upcoming activities” below for link.

10. Reminders/Follow-up

- a. CALBHBC Board Member Training (optional) - <https://www.calbhbc.org/training.html>
- b. Ethics trainings due for Julie Pennington and Sheila Roseneau
- <https://www.fppc.ca.gov/learn/public-officials-and-employees-rules-/ethics-training.html> Please make sure to select the “Local Officials Ethics Training Course”

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11. Announcements & Upcoming Public Meetings

- a. Executive Committee Meeting – see “upcoming activities” below for link.
  - i. As a standing committee the EC meetings are open to the public, as required by the Brown Act, and have a single item, standing agenda as follows.
  - ii. Standing Agenda – Draft agenda for the Regular Meeting of the Lake County Mental Health Advisory Board for the following month.
- b. Upcoming LCMHAB Activities
  - i. \*Bylaws revision workgroup – to be scheduled after review by LCBHS and County Counsel - TBD
  - ii. Annual Report workgroup meeting – March 18, 2023 10:30am – Online / Hybrid  
<https://us02web.zoom.us/j/83199380317?pwd=SjdJUUW9taFY5L0kxN3owTkZEB0FCQT09>  
Meeting ID: 831 9938 0317                      Passcode: 123456
  - iii. Executive Committee - March 25th, 2023, 10:30am – Online / Hybrid  
<https://us02web.zoom.us/j/82927540496?pwd=V1MwSVRZSUFpNHdhT0MxKzM4NjZYdz09>  
Meeting ID: 829 2754 0496                      Passcode: 123456
  - iv. Thursday, April 9th, 2023, 4pm - regular meeting of the LCMHAB - In person location  
Circle of Native Minds, 525 N. Main St, Lakeport, Ca  
<https://us02web.zoom.us/j/83773141863?pwd=SmFFcC9QSGIDNVcwa3h5NG9JYmg4QT09>  
Meeting ID: 837 7314 1863                      Passcode: 123456
- c. Links for Upcoming Community Activities of interest to members
  - i. CALBHB/C (Association of Local BH Boards) <https://www.calbhbc.org/>
  - ii. CBHPC (BH Planning Council)  
[https://www.dhcs.ca.gov/services/MH/Pages/CBHPC\\_QuarterlyMeetings.aspx](https://www.dhcs.ca.gov/services/MH/Pages/CBHPC_QuarterlyMeetings.aspx)
  - iii. MHSOAC (MH Services & Accountability Commission)  
<https://mhsoac.ca.gov/connect/commission-meetings/>

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12. Adjournment

- a. Next LCMHAB Regular Meeting – March 9th, 2023, 4pm

\*Additional documentation provided or to be presented (in Agenda package or at the meeting)